

Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:
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2019 SEP -3 PM 3:44

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☒ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**
☒ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): Stanford University's Hoover Institution

Travel date(s): August 19-21, 2019

Name of accompanying family member (if any): _____

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING DID NOT INCREASE DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

Expenses for Employee:

| | Transportation Expenses | Lodging Expenses | Meal Expenses | Other Expenses (Amount & Description) |
|---|-------------------------|---------------------|---------------|---------------------------------------|
| <input type="checkbox"/> Good Faith Estimate <input checked="" type="checkbox"/> Actual Amount | \$643.13 | \$400 (\$200/night) | \$150.49 | None |

Expenses for Accompanying Spouse or Dependent Child (if applicable):

| | Transportation Expenses | Lodging Expenses | Meal Expenses | Other Expenses (Amount & Description) |
|--|-------------------------|------------------|---------------|---------------------------------------|
| <input type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount | | | | |

Provide a description of all meetings and events attended. See Senate Rule 35.2(c)(6). (Attach additional pages if necessary.): Detailed itinerary attached

9/3/19
(Date)

Laura Odato
(Printed name of traveler)

[Signature]
(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

9/3/19
(Date)

Martha McSally
(Signature of Supervising Senator/Officer)

EMPLOYEE PRE-TRAVEL AUTHORIZATION

Date/Time Stamp:

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the **Select Committee on Ethics in SH-220**. Incomplete and late travel submissions will **not** be considered or approved. This form **must** be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler: Laura Odatto

Employing Office/Committee: Senator Martha McSally

Private Sponsor(s) (list all): Hoover Institution/Stanford University

Travel date(s): August 19-21, 2019

*Note: If you plan to extend the trip for any reason you **must** notify the Committee.*

Destination(s): Stanford, CA

Explain how this trip is specifically connected to the traveler's official or representational duties:

As the Senator's special advisor on military policy, the presentations on world affairs and national security from renowned scholars and former government officials will help inform my policy and legislative work for the Senator.

Name of accompanying family member (if any): _____

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

8/12/19
(Date)


(Signature of Employee)


TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

I, Senator Martha McSally hereby authorize Laura Odatto
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

8/12/19
(Date)


(Signature of Supervising Senator/Officer)

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors): Stanford University's Hoover Institution
2. Description of the trip: An intensive program for Congressional staff which consists of three days of seminars, simulations, and keynote presentations.
3. Dates of travel: August 19-21, 2019
4. Place of travel: Stanford University, Stanford, CA
5. Name and title of Senate invitees: See attached list.
6. I *certify* that the trip fits one of the following categories:
 - ☐ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal **and** do not retain or employ registered lobbyists or agents of a foreign principal **and** no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
 - OR –
 - ☒ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
 - AND –
 - ☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
 - ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
 - AND –
 - ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. **USE ONLY IF YOU CHECKED QUESTION 6(B)**

I *certify* that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

– OR –

☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip (*see questions 6 and 10*).

– OR –

☒ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. **USE ONLY IF YOU CHECKED QUESTION 9(B)**

If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

12. Briefly describe the role of each sponsor in organizing and conducting the trip:

Stanford University's Hoover Institution solely planned all aspects of the trip including topics discussed, travel/accommodation logistics, and required paperwork. Hoover staff will also be responsible for traveling with Congressional staff and managing logistics for the duration of the trip.

13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:

The Hoover Institution is a research institution that seeks to improve the human condition by advancing ideas that promote economic opportunity and prosperity while securing and safeguarding peace through its world renowned scholars, library and archives, as well as by engaging Congress and its staff.

14. Briefly describe each sponsor's prior history of sponsoring congressional trips:

This is the seventh sponsored trip for Congressional staff organized by the Hoover Institution. The latest of which was in April 2019 and had a similar format to this trip.

15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):

Stanford University's Hoover Institution regularly sponsors policy panels and roundtables for think tank scholars, journalists, Congressional staff, executive branch officials, academics and members of the public.

16. Total Expenses for Each Participant:

| | Transportation Expenses | Lodging Expenses | Meal Expenses | Other Expenses |
|--|-------------------------|---------------------|---------------|----------------|
| <input type="checkbox"/> Good Faith estimate | \$643.13 | \$400 (\$200/night) | \$150.49 | None |
| <input checked="" type="checkbox"/> Actual Amounts | | | | |

17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:

The trip involves an event that is arranged/organized specifically with regard to congressional participation.

18. Reason for selecting the location of the event or trip

In order to have a significant number of California-based Senior Fellows participate in the event, we are hosting on the Hoover Institution's headquarters on Stanford University campus.

19. Name and location of hotel or other lodging facility:

Schwab Residential Center, 680 Serra Street, Stanford, CA 94305

20. Reason(s) for selecting hotel or other lodging facility:

Schwab Residential Center is owned and operated by Stanford University. It is in close proximity to the events that comprise the program.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

Lodging expenses are less than the federal per diem for Palo Alto, CA. Meal expenses are less than the federal per diem for Palo Alto, CA.

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Stanford University's Hoover Institution will provide coach-class, round trip airfare between Washington, DC and San Francisco, CA, and round trip ground transportation between Stanford University and SFO.

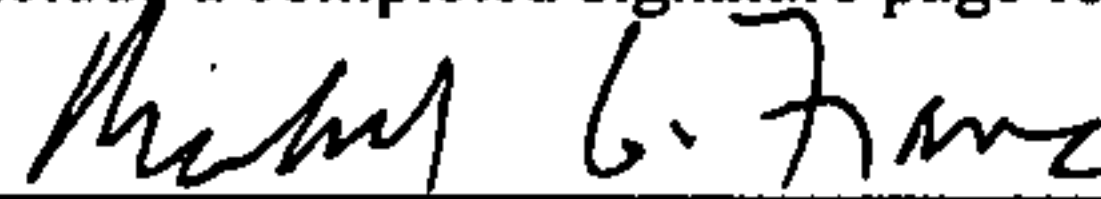
23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

None.

25. I hereby *certify* that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you *must* include a completed signature page for each additional sponsor):

Signature of Travel Sponsor:



Name and Title: Michael Franc, Director of DC Programs

Name of Organization: Hoover Institution

Address: 1399 New York Avenue, NW, Suite 500, Washington, DC 20005

Telephone Number: 202.760.3200

Fax Number: 202.760.3191

E-mail Address: mfranc@stanford.edu

August 2019 Senate Staffers:

Attending:

| First Name | Last Name | Title | Office |
|------------|-----------|---|------------------------------------|
| Mike | Andrews | Majority Staff Director and Chief Counsel | Senate Committee on Indian Affairs |
| Allison | Feikes | Legislative Assistant | Senator Mike Braun (R-IN) |
| Robert | Murray | Legislative Director | Senator Roger Wicker (R-MS) |
| Laura | Odato | Special Advisor for Military Policy | Senator Martha McSally |
| Frank | Tedeschi | Legislative Aide | Senator Mike Rounds (R-SD) |
| Nicholas | Wyatt | Tax, Infrastructure, and Nominations Policy Advisor | Senate Committee on Finance |



July 9, 2019

Dear Ms. Odat,

We are pleased to inform you that you have been selected to participate in the Hoover Institution's August 19-21, 2019 Stuart Family Congressional Fellowship Program. This intensive 3-day program includes seminars on Stanford University's campus, where Hoover scholars, such as James Mattis, George Shultz and William Perry will discuss "America in the Next Decade: A Look Forward".

These sessions will challenge you to learn from and debate key philosophical and policy issues with some of the nation's leading thinkers and practitioners. As a participant you will receive round-trip airfare and ground transportation to Stanford University from Washington, DC, housing on Stanford's campus, and those meals that are part of the program.

To proceed, please confirm your agreement to attend by completing this form by the close of business on Monday, July 15th. Due to ethics rules, to maintain your spot, it is imperative that you submit the proper paperwork. Please complete the paperwork provided and items listed below to your ethics committee for review by Monday, July 22nd. Your submission packet should include:

- Traveler Form (attached for you to fill out)
- Private Sponsor Certification Form (completed for you and attached)
- Agenda & Flight itinerary (attached)
- Copy of this invitation letter

If you have any questions, do not hesitate to contact Paige Mathes (spmathes@stanford.edu; 202.760.3202). Again, thank you for your participation. We look forward to and expect an excellent program.

Sincerely,

Michael G. Franc
Director, Washington D.C. Programs
Hoover Institution, Stanford University

STUART FAMILY CONGRESSIONAL FELLOWSHIP PROGRAM

AUGUST 19-21, 2019

HOOVER INSTITUTION, STANFORD UNIVERSITY

Note: There will be 10-minute breaks between sessions.

MONDAY, AUGUST 19

8:50 AM: Depart IAD on UA Flight 1763

11:24 AM: Arrive SFO, Shuttle to Lou Henry Hoover Building at Stanford University
Location: 580 Serra Mall, Stanford, CA 94305

12:15 – 12:30 PM: Welcome Lunch with Hoover's Deputy Director and Director of Archives
Eric Wakin

12:30 – 1:40 PM: **Putinism**
Michael McFaul will discuss his research into Russia and its role in the world, particularly vis a vis the United States.

1:50 – 3:00 PM: **Entitlement Reform: Reason for Hope**
John Cogan will discuss his research on the US budget and reform of entitlement programs.

3:10 – 4:20 PM: **US Global Leadership of Democratic Ideals**
Larry Diamond will discuss his research on democratic trends and conditions around the world and policies to defend and advance democracy.

4:30 – 5:40 PM: **The China Story**
Frank Dikotter takes a look back at the China during the 20th century and what that means for the present and future.

5:40 – 6:00 PM: Transport to Dinner

6:00 – 7:30 PM: **Informal Dinner**
 Location: TBD

7:30 PM: **Transport to Schwab Residential Center**
Location: 680 Serra Mall, Stanford, CA 94305

TUESDAY, AUGUST 20

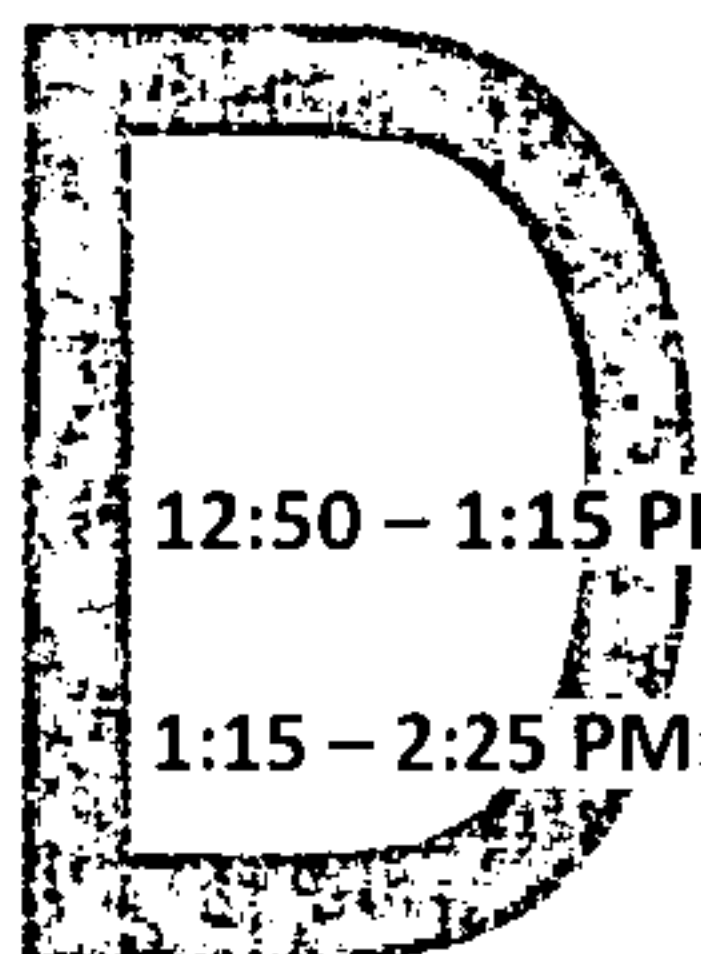
All meetings will be held in: Annenberg Conference Room, 580 Serra Mall, Stanford, CA 94305

8:30 – 9:00 AM: **Continental Breakfast**

9:00 – 10:10 AM: **Health Insurance Markets**
Kate Bundorf will focus on the future of health insurance and health-care-provider markets.

10:20 AM – 11:30 PM: **The Threat of Nuclear War**
George Shultz and William Perry will discuss their decades of efforts in nuclear arms control.

11:40 AM – 12:50 PM: **Addressing the Pension Crisis**



Josh Rauh will discuss his research on local and state pension systems and how they have failed to set aside sufficient money to honor the pensions promises made to public sector employees.

Lunch

Iran and the U.S.: Perils and Prospects
Abbas Milani will discuss his research on US/Iran relations, Iranian cultural, political, and security issues.

2:35 – 3:15 PM: **Hoover Tower Tour**

3:25 – 4:15 PM: **Archival Presentation**
Jean Cannon will present archival materials from the Hoover collections and discuss how learning from history can help drive current policy.
Location: Archive Reading Room, HHMB

4:15 – 5:15 PM: **The History of Monetary Policy**
Jennifer Burns will give a discussion on the history of monetary policy and how she uses Hoover’s archival collections for her research.

5:15 – 6:15 PM: **Campus tour**

6:15 – 7:00 PM: **Reception**
Location: Hatfield Court, HHMB



